



AGENDA
RIO DELL PLANNING COMMISSION
REGULAR MEETING
TUESDAY, MARCH 27, 2018 – 6:30 P.M.
CITY HALL COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

***WELCOME.....**By your presence in the City Council Chambers, you are participating in the process of representative government. Copies of this agenda, staff reports and other material available to the Commission are available at the City Clerk's office in City Hall, 675 Wildwood Avenue. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell Planning Commission meetings often.*

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. CEREMONIAL MATTERS

E. CONSENT CALENDAR

- 1) 2018/0123.01- Approve Minutes of the January 23, 2018 Regular Meeting **(ACTION)** 1

F. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Commission on any matter not on this agenda and over which the Commission has jurisdiction. As such, a dialogue with the Commission or staff is not intended. Items requiring Commission action not listed on this agenda may be placed on the next regular agenda for consideration if the Commission directs, unless a finding is made by at least 2/3rds of the Commission that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 3 minutes.

G. SCHEDULED MATTERS/PUBLIC HEARINGS/STUDY SESSIONS

- 1) 2018/0327.01 - Resolution No. PC-120-2018 Approving Hower/Davis Lot Line Adjustment – APN's 052-061-021/023 and 052-061-059 – Case No. LLA-18-01 **(DISCUSSION/POSSIBLE ACTION)** 20
- 2) 2018/0327.02 - Approval of Glenn White, PMD Temporary Facilities at Humboldt Rio Dell Business Park **(DISCUSSION/POSSIBLE ACTION)** 39

H. ADJOURNMENT



In compliance with the American with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

***The next Regular Planning Commission meeting is scheduled for
Tuesday, April 24, 2018 at 6:30 p.m.***

**RIO DELL PLANNING COMMISSION
REGULAR MEETING MINUTES
JOINT STUDY SESSION
JANUARY 23, 2018**

Commissioner Angeloff called the regular meeting of the Rio Dell Planning Commission to order at 6:00 p.m.

Present were Commissioners Angeloff, Kemp, Marks, Strahan, Woodall and Planning Commission Alternate Richter.

Joint Study Session: Mayor Wilson, Councilmembers Garnes, Marks, and Strahan. Absent was Mayor Pro Tem Johnson (excused)

Others present were City Manager Knopp, Community Development Director Caldwell, Chief of Police Conner, City Clerk Dunham, and City Attorney Gans

CONSENT CALENDAR

Approve Minutes of the October 24, 2017 Regular Meeting

Motion was made by Strahan/Kemp to approve the consent calendar including minutes of the October 24, 2017 regular meeting. Motion carried 5-0.

PUBLIC PRESENTATIONS

None

SCHEDULED MATTERS/PUBLIC HEARINGS/STUDY SESSIONS

Joint Study Session with City Council – Discussion Related to Possible Revision of the City’s Cannabis Regulations to Include Adult “A” Activities

City Manager Knopp began by providing a recap of the information presented at the January 16th regular city council meeting related to possible revision of the cannabis regulations to include both Medical “M” and Adult “A” type activities. It included proposed cannabis developments at Humboldt Rio Dell Business Park, estimated job creation, voter approval results on cannabis related issues, potential revenue for the developers as well as the city and additional information about the cannabis industry itself including what other jurisdictions are doing.

Staff pointed out that the City Council adopted the Medical Cannabis Land Use Ordinance (MCLUO) prior to the approval of Proposition 64, the Adult Use of

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Marijuana Act (AUMA). Because of the passage of Proposition 64, the State eliminated the Medical Cannabis Regulation and Safety Act (MCRSA) and created the Medicinal and Adult Use Cannabis Regulation and Safety Act (MAUCRSA).

City Manager Knopp also noted that the developers have agreed to extend the City's water main at no cost to the city or the taxpayers and to do other infrastructure improvements for basically the development of an abandoned mill site that had no prior developer interest. It was also pointed out that Measure "U" the City's local sales tax measure which generates approximately \$255,000 a year will end in 2019. The increased tax revenue, estimated at \$980,000 annually from cannabis activities would fill that gap and provide additional City services including additional police officers, code enforcement including enforcement of the black market, and provide funds for infrastructure repairs and improvements in the City.

Community Development Director Caldwell further expanded on discussions at the January 16th meeting and said by restricting cannabis to the medicinal market only manufacturers will be restricted to purchase only Medicinal (M) raw materials whereas most local growers are focusing on the larger Adult "A" market. Likewise, the approved testing lab "DigiPath" would also be limited to testing only Medicinal "M" products, which is only approximately 25% of the potential market. The same rule would apply to processors and distributors. He noted that DigiPath indicated to Glen White that if the market were limited to medicinal products only, they would probably have to locate somewhere else in order to have access to both medicinal and adult cannabis for testing.

He continued with review of the draft proposed amendments to the Medical Cannabis Regulations and noted that the revisions are all minor in nature. Under **(1) Authority and Title**, the reference to the title of the ordinance was changed from **"The Medical Cannabis Land Use Ordinance"** to **"The Commercial Cannabis Land Use Ordinance"**. In addition, **"testing"** was left out of this section as an oversight so it was added.

Under Section **(5) "Violations"** was added to the **"Penalties and Enforcement"** title and language was added related to fines, penalties and abatement consistent with the language in the Nuisance Regulations.

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There were a number of new definitions added to reflect new definitions adopted by the State. In addition, the word ***"dispensaries"*** was stricken and replaced with ***"retailer."***

Community Development Director Caldwell pointed out that "Health and Wellness Centers" will still be restricted to retail sales of medical cannabis products only including oils, tinctures, sublingual's, creams, lotions, pills, suppositories, cosmetics, etc., but excluding the sales of flowers, trim, leaf or cannabis infused edibles.

Other noted amendments included revisions to the ***"Site Plan"*** as part of the application requirements to be consistent with the State; revisions to the ***"Inventory Tracking System"*** to make it more simplified; added language related to ***"Electricity for Indoor and Mixed Light Cultivation"***; and language related to compliance with all federal, state, local laws and regulations applicable to California Agricultural Employees.

Community Development Director Caldwell noted that the language related to ***(11) Employee Performance Standards for Cultivation and Processing Activities*** was redundant so was also deleted. Lastly, any reference to the Medical Cannabis Regulation Safety Act ***(MCRSA)***, was changed to Medicinal and Adult Use Cannabis Regulations and Safety Act ***(MAUCRSA)***.

Commissioner Angeloff then deferred to Mayor Wilson for direction to staff and the Commission.

Mayor Wilson began by reporting on ex parte communication that occurred between himself and one of the developers and stated for the record that he had spoken with Glen White over the weekend regarding his proposed operations and received clarity on what has been done on his project at the Humboldt Rio Dell Business Park.

Mayor Wilson questioned the protocol for the review of the Cannabis Regulations and said he understood the meeting would be a study session with the City Council and the Planning Commission so the Council could provide the Commission direction on revisions to the draft regulations. He asked who actually makes the decision in this matter; the duly elected city council, staff or the stakeholders.

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City Attorney Gans explained that the ordinance amendment would proceed as any other ordinance amendment for the City. Since it is a Land Use Ordinance, it is specifically the jurisdiction of the Planning Commission and would go through the process exactly as it is whereby the Planning Commission would vet any proposed ordinance amendment, take the action at the Planning Commission level and refer it to the City Council for review. Upon review by the City Council, they then have the option to either adopt the ordinance, modify the ordinance as appropriate, or choose not to adopt it. He said the Council is responsible for the adoption process including the introduction and first reading of the ordinance, followed by its second reading and adoption at a subsequent meeting.

Mayor Wilson said with regard to the direction of the Medical Cannabis Ordinance, it was originally drafted as a Medical Cannabis ordinance and everything focused around the medical delivery system of cannabis and how patient's lives could potentially be changed in contrast to not having the medical affects from other prescription drugs. During that time they were a divided Council at best and prior to that the Council was fairly unified. He said it became somewhat contentious and was drafted as strictly medical and all merits were argued based on medical use only. He noted that the Council voted unanimously to approve the medical cannabis ordinance and voted 4-1 opposing any recreational cannabis activities in the City and what has been done by the State on the personal level is beyond the control of the City Council and has no bearing on what the City does locally.

He commented on the vote results amongst Rio Dell voters at the State level related to Proposition 64 and said there was a pretty opposing side against recreational cannabis (7% spread). He said as an elected official, that is a voice he has to consider when making a decision on the amendments.

He asked councilmembers if they are still considering a medical ordinance or whether that has changed. He expressed the importance of having clarity on what the City Council wants for the City whether it is decided tonight or at another meeting. He asked for a straw vote from the Council related to the proposed ordinance amendments.

Councilmember Strahan commented that she was not present at the last meeting and asked for clarification on what has happened with regard to the ordinance no longer being just medical.

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Community Development Director Caldwell explained that at the time the ordinance was adopted, Proposition 64 had not passed so medical cannabis was the only thing on the table. He then clarified a point made by Mayor Wilson with regard to Measure "T" the City's Advisory Tax Measure noting it received 53.41% Yes votes and 46.59% No votes by Rio Dell voters; at the State level it was the other way around.

He pointed out that the City of Rio Dell has a lot of people that are either directly or indirectly involved with the cannabis industry and if you look at the vote results in Southern Humboldt you will also see more No votes. The reason is that they want to protect the black market.

Councilmember Strahan referred to the *Cannabis Background and Facts Sheet* estimating California to have a \$5.8 billion industry by 2021 with \$4.3 billion related to recreational sales and \$1.5 billion to medical sales. She questioned what part of \$1.5 billion is it that people cannot get on board with. She said the Council set the regulations up to be strictly medical, it is what the Council agreed upon, and there is no need to change it now.

Councilmember Marks expressed concern that back in 2016 when the Medical Cannabis ordinance was being discussed, the Council Chambers was full of people on numerous occasions telling the Council what they wanted them to do. As such, the Council finally came together and adopted the Medical Cannabis Regulations. Since then, nothing seems to have happened at the Humboldt Rio Dell Business Park except for some fencing. He asked if there is a reason for that and if they change the ordinance to allow for "A" type activities what is the assurance there will actually be development out there.

Community Development Director Caldwell commented that the stakeholders made it pretty clear at the last meeting that if they don't have the ability to reach out to the "A" market along with the "M" market the likelihood of anything happening over there is slim.

City Manager Knopp elaborated on the progress of the development and explained that there has been significant progress since adoption of the ordinance in 2016 including an engineered fire plan and water line extension noting that a significant portion of the development is hinged on having adequate water flows for fire protection. He said there are other issues with development of this particular site

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such as electricity, drainage etc. and that there is a lot of work involved in setting up the foundation for the development of an undeveloped site. He said everyone hoped to see shovels in the ground by the end of 2017 but that hasn't been possible.

He noted that there has been communication from developers and their partners indicating that their plans are going to require access to the "A" market. He pointed out that other jurisdictions have adopted and amended their ordinances to allow both "A" and "M" type activities.

He added that it is likely construction will occur in 2018 and reiterated that part of the reason for the delay is that the developers engineer is required to prepare a complete water analysis to identify hydrant sizes and pipe sizes and to determine if the water line across the bridge is enough to meet those demands. That information could have a dramatic effect on the design of the project if fire flows don't meet a certain threshold resulting in onsite storage of water.

Councilmember Marks said he would like the end result of the ordinance to be with an emphasis on Medical activities but would also like to require that all applicants be required to obtain both "A" and "M" licenses.

Councilmember Garnes thought was that because the ordinance doesn't allow for any retail sales nothing has changed except for the term "medical" changed to "commercial." She supported the ordinance amendment to allow for Adult "A" activities because of the fact that adult cannabis use is already happening and people are allowed to grow six (6) plants for their personal use anyway. She said since no retail sales will be allowed there is no reason for the Council to limit a legal business to only have access to 26% of the market. To deny access to the Adult "A" market simply because someone doesn't personally like it is not a valid reason and said this is just a way to drag the process out and drive the stakeholders away; and the stakeholders will leave because they can make more money elsewhere. She reiterated that the only effects of changing the language from "medical" to "commercial" is that it will allow the businesses to make more money and allow the City to collect a lot more tax revenue. She said the taxes could be used to fix a lot of the problems in the City and some of the funds could be directed toward youth, education and safety. She pointed out that we live in a capitalistic society and people have the right to make as much money as they can. She said if developing the Humboldt Rio Dell Business Park helps the City get things fixed then she is all for it.

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Mayor Wilson commented that he understands that cannabis is legal in the State of California for adult use although he personally voted against it. He said medical cannabis on the other hand is an incredible substance; probably one of the most incredible substances in the nation yet the Federal government has chosen to ignore it, likely for political reasons. That aside, what he envisioned for Rio Dell was a medical cannabis niche and the stakeholders knew this from the beginning and knew the statistics on the Adult Use Marijuana Act (AUMA). He said his stance to hold firm on only allowing medical cannabis activities is that the City is not talking about 150 developers; more like 10-12. With 26% of the market estimated to be for medical use and the remaining 74% recreational use when you throw that out there it's not necessarily the case. He noted that there are some people that are truly focusing on a medical craft and will pursue that since there is a huge demand for medical cannabis.

He added that one of the problems with Proposition 64 is that the intent was to have a 5-year moratorium so the "mom-and-pop" businesses would have the opportunity to maintain a business until 2023. That was tossed out in the end so it opened the industry up to unlimited grows running small entrepreneurs out of business as they have come to the realization that the mass production of recreational cannabis is going to become a huge industry. He speculated California becoming the biggest most powerful cannabis market in the United States if not the world which will overtake the local market. He said the only way the "A" market will survive is if it engages in the "M" market. If there are any changes in Federal law it will be in the medical market to allow for research. The biggest crisis with people over 50 is death by opiates and medical cannabis has the ability to counter that and give people a chance for pain relief.

He pointed out that the \$980,000 estimated annual tax revenue will not go very far in paving the City's streets.

His vision for Rio Dell is to have a cannabis research facility that will change the City and it's sad that staff doesn't seem to share that vision. He said the stakeholders have the opportunity to change the City with investment in the medical industry which is an industry that will be sustainable down the road. He expressed strong support for medical cannabis businesses/research facilities and encouraged staff to help make it happen.

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Commissioner Angeloff thanked the Council for their input and invited Glen White to address the Commission and the Council as an expert on the subject.

Commissioner Marks asked Mr. White why it has taken so long to determine if there is enough water flow for fire protection since they already know the size of the pipe.

Glen White said he can't provide information on what is on the City side of the line but only from where they are extending the line commenting that he is frustrated with the delays as well. He said the current timeframe to engineer a development of this magnitude is not unreasonable and the bottom line regarding the water line extension is that the Fire Commissioner is not an engineer so they had to contract with a third party engineering firm to prepare an analysis. He said that one of the big concerns was that if it was determined that there was not adequate flows for fire protection, they would have to install a 40,000 gallon water storage tank; fortunately they were given the option to install a tank underground if necessary. He indicated that they are approximately two (2) weeks away from submitting application for a building permit so they are making progress on the project.

He explained that he as well as his business partners want to be able to kick back a portion of their profits for medical cannabis research but they can't do that without having access to both the "A" and "M" market. He pointed that the more products that are funneled into Rio Dell, the more money there will be for medical research and revenue for the City but the businesses need to be able to open their arms to the local farmers and get their product processed and shipped to southern California. He said there is a completely new industry opening to a completely new market with the "A" market and with all of the new regulatory fees and taxes statewide and locally some stakeholders are speculating that they could actually lose money without access to both markets.

He also pointed out that there are adult medical patients that do not want to register as a medical user so will purchase it from the Adult market.

Glen reiterated information from the last meeting and said they will be investing \$8 to \$10 million in the shell of their structure alone, along and another \$1.6 million for testing equipment and they want to be able to test all products. He said in the following months going into summer there will be visible signs of development and asked for the City's support in developing both an "A" and "M" market.

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Commissioner Angeloff commented that the risk is precluding other companies from coming in and investing in the industry without having access to both markets.

Glen White pointed out that businesses should always participate in the medical side of the industry as Humboldt County has the best organic cannabis grown; if the Federal government should change the law and make Adult use illegal, people will not stop using cannabis and the medical industry will still be here.

Commissioner Woodall asked if testing and processing procedures are the same for both "A" and "M" products.

Glen White responded that it is exactly the same.

Commissioner Woodall asked for confirmation that the proposed ordinance amendment if approved will basically just allow businesses access to the "A" Adult cannabis market along with the Medical "M" market.

Glen commented that cannabis is still cannabis whether it comes from the "A" or "M" market and there is no difference. He said with access to the "A" market it will bring revenue into the City and he will be able to contribute funding toward medical research.

Commissioner Marks questioned Mr. White's reasons for developing a site with so many development constraints.

Glen noted that the cost to complete the project rose from \$2.2 million to \$5.8 million and as he had to explain to his partners in Malibu, it was the result of additional engineering for a complete fire flow analysis and other infrastructure improvements. He commented that he could go to Eureka but his focus has been here from the beginning and still is as he wants to see Rio Dell benefit.

Commissioner Woodall pointed out that the City doesn't have much, if anything to offer the developers yet they are still willing to invest millions of dollars to bring new development to Rio Dell. She expressed support for the ordinance amendment as proposed to allow for "A" cannabis activities at the Humboldt Rio Dell Business Park.

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Commissioner Strahan stated that he is in the construction business and work does occur during the winter. He appreciated hearing that there are things going on at the site because it hasn't been visible. He agreed that there is a lot of planning involved in a development like this but staff dropped the ball by not reporting the progress to the Council, referring to the Encroachment Permit that they didn't know about.

Community Development Director Caldwell noted that the same information is provided to the Council that is provided to the Planning Commission.

Mayor Wilson expressed the need to come together as a Council and Planning Commission with the help from staff to get answers in order to make this a viable endeavor. He said the purpose of a study session is to actually study something before making rash decisions.

Commissioner Angeloff said DigiPath is a publically owned company and research oriented. He said they need to be able to do research for their benefit so he understands their point of going elsewhere is they can't access the "A" market here.

Glen commented that DigiPath actually made a public announcement that they will be expanding their business to California and currently they are the biggest cannabis laboratory facility in Nevada. They need to know what the City is going to do with regard to the ordinance so they can order the \$1.6 million in equipment and get it shipped here which is the reason for the fencing at the site.

Commissioner Angeloff opened the discussion to public comment.

Jesse Jeffries, developer (Humboldt Rotational Molding) spoke on the issue and noted that there is not a lot to see at his site as far as development but that they had removed a massive amount of concrete, hauled out wood and other illegal materials from the former occupant, made some improvements to the exterior of the building, and has been working with Caltrans on the culvert to address the drainage problem. He said they also worked with the City on a lot line adjustment so they have actually accomplished quite a bit over the past year and a half. He pointed out that Dennis Wendt owned most of the property at the site and couldn't sell the parcels until the City adopted the Medical Cannabis Ordinance. Once that happened he was able to sell them all over a period of five (5) months at more money that he could imagine.

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He said one of the attractions with that location is that the land is more affordable because it is undeveloped. He said Humboldt branding is also very important.

He added that he has been in the business for quite some time and actually went to Federal prison for illegal cultivation. One thing that he learned is that you can't bring up medical cannabis as a defense because Federal law trumps State law. He said there is absolutely no difference in "A" or "M" products and to restrict access to the "A" market will kill the market and be a big disappointment for everyone.

Commissioner Angeloff said it was all pretty clear that the ordinance would only allow for medical cannabis activities then the law changed and adult use cannabis was legalized which changes everything. He agreed that the City Council and Planning Commission need to come together and figure out a way to make this work. He asked for clarification that anyone in California can hold dual "A" and "M" licenses; staff confirmed that to be correct.

Tina Christensen commented that relevant to Humboldt County she was the only realtor that attended cannabis meetings yet probably 90% of local realtors handled real estate deals directly or indirectly related to the cannabis industry. She said doctors have been prescribing 215 medical cards to kids at probably \$500 each and sometimes multiple cards to grow legally noting that there is always someone at the end of the money chain. She said that she has read a lot of what medical cannabis does for children and so she is a big advocate of it. She believes that Humboldt County has a brain noting that the logging and fishing industry are gone but the community has the opportunity to benefit from the cannabis industry and should do what is necessary to make it work.

She said before the adoption of the Medical Cannabis Ordinance in 2016, there were an estimated 8,000 illegal grows in Humboldt County; all who wanted to become legal. Here we are one year later and that number has grown to 12,000 illegal grows. She said she has seen some of the derogation to the environment and would rather see cannabis regulated in a controlled environment. She said the reason the stakeholders are not moving their operations to the County is that the Humboldt County planning and permitting process is elaborate. She said what is happening now delaying development is because of the State of California and not the Community Development Director's fault. In addition, there was the death of the biggest property owner out there which hindered progress of the development.

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She added that the stakeholders here are earnest and are trying to do the right thing and encouraged the City to work with them. She pointed out that they have already invested a lot of money to develop the site which is probably why they aren't looking at the vacant warehouses in Scotia.

Teisha Mechetti commented that the revisions to the ordinance are simple and don't really change anything except allow access to the "A" market. She said she purchased her home here 4 years ago to get out of Eureka and all the crime. The City of Rio Dell has turned itself around but she has watched many businesses close over time so people have been afraid to open new businesses here. Lately that has started to turn around with the new coffee shops and gift shops. She expressed the need to do something to attract tourists and young families to town and wants to see Rio Dell prosper. She said we all know that a lot of people use medical cannabis for recreational use and would like to know what the concerns are with regard to allowing access to both the "M" and "A" market. She pointed out that the City can control it locally and either be flexible or strictly monitor it as they see appropriate by tightening up on the regulations.

Heidi Schneider, Rio Dell Holdings commented that she and her husband are in the timber industry and do development projects on the side. She said they came into this venture half way through the process and purchased a 15 acre parcel at the Humboldt Rio Dell Business Park. She complimented staff for their willingness to help and unbelievable quick responses to her emails and noted that staff actually reached out to her to see what the City could do to further their project. She said as far as progress on their project there is no visible progress but there is a lot being done behind the scenes with engineering and planning noting that there are complications associated with development of the site. She pointed out that the entire cannabis industry is changing and the City should be on the forefront regarding adult cannabis. She said if adult "A" use is not allowed they will be forced to take their \$10-\$15 million development elsewhere because being able to reach out to the "A" market is vital to the success of their business.

She pointed out that when people think of Napa County they automatically think of wine; when people think of Humboldt County they automatically think of weed. That is the future of the community so why not embrace it and regulate it in a controlled environment.

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Larry Arsenault commented that the only difference between medical “M” cannabis and adult “A” cannabis is the letter and these developers are willing to invest millions of dollars in our community but they need to have access to both markets. He said the Humboldt Rio Dell Business Park is in an ideal location in the center of Humboldt County and to turn down this opportunity is silly; times have changed and it’s no longer the 1950’s or 60’s.

Sharon Wolfe commented that the only thing that has changed since the passage of medical cannabis regulations and now is that the State has flushed out the rules and created a system that will delineate between medical and adult cannabis and the City can now adapt to those rules. Revising the ordinance to allow for Adult “A” use changes nothing so the only reason not to approve it is if the Council wasn’t in support of the ordinance in the first place. She pointed out that there are a number of patients that really do need medical cannabis and should be concerned that if they lose the protection of pre-existing condition they could become uninsurable. Other people don’t want to have the use of cannabis on their medical record. She expressed her personal opinion that recreational cannabis use will fade and the focus will be on medical cannabis.

Jesse Jeffries commented that the City Council has the opportunity to put Rio Dell on the map and create the crown jewel of the County but they need to allow developers access to both markets.

Commissioner Angeloff asked for direction from the City Council.

Mayor Wilson referred to one of the State licensing bureaus where the various license types were listed and said the State identified 14 different categories whereas the City only has 4. He said he understood that testing laboratories could test both “A” and “M” products but this particular website mentioned no testing laboratories for “A” or “M” products. He asked if they were referring to temporary licenses.

Community Development Director Caldwell explained under the current regulations testing laboratories would only be able to test Medical “M” products.

Mayor Wilson pointed out that one of the things the State did not take away is the ability for local jurisdictions to write their own regulations. He said the stakeholders, the Council and Commission have all expressed concerns with the

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proposed ordinance and he would like to see all of those concerns addressed which may require modification to the ordinance as proposed. He commented that the ordinance is good but needs to go further as far as identifying the various State license types.

Discussion continued regarding dual license types and corresponding license fees.

Councilmember Garnes expressed concern about the review process of the ordinance and questioned what the specific concerns are. As governing bodies of the City, they need to put their concerns out there so they can address them and hopefully come to some sort of compromise. She added that the goal should be to move the businesses and the City ahead and to continue in this manner is an exercise in madness.

Councilmember Marks said he was against the ordinance from the start and the only reason he voted for it was that he supported the medical side of it.

Mayor Wilson said the purpose of a study session is to talk about things and as a city council; they need to have all the facts in order to make informed decisions. He said dialog is going on but staff and the stakeholders are not sharing all the information. The Council should have been better informed on the progress of the developments and for the Council to make decisions without all the information is irresponsible. He said he believes everyone here wants to find a way to make this work but there are questions that need answers.

Councilmember Strahan agreed that Rio Dell should become the crown jewel but in order to do that, it has to be different. She said let the City become the crown jewel by only allowing medical "M" use; why be just like Humboldt County.

Glen White responded that money is the issue and there will always be a medical market but they need to be able to test and process all products.

Jesse Jeffries commented that the location of the Humboldt Rio Dell Business Park will put Rio Dell on the map but one of the other big attractions for stakeholders to develop there is that the City only has around 17 permits. Staff has been incredibly responsive and to be able to develop there and not have to deal with the County is amazing. He said as the rules change statewide, they need to be on a level playing field.

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Commissioner Marks said if the City were to restrict the ordinance to medical “M” activities only, would it restrict Rotational Moldings to only sell water tanks to medial “M” licensees.

Community Development Director Caldwell explained that he could sell to anyone as that particular business type is a principally permitted use in the Industrial Commercial zone.

Commissioner Woodall questioned the reason for limiting the use of the same exact product and presented the scenario of Sun Valley Farms only being allowed to sell red tulips to hospitals. She pointed out that there will be no dispensaries so recreational sales will not occur anyway and that people can now grow 6 plants for personal use or have it delivered. If the City waits for changes they will lose the businesses.

Bryan Richter commented that without change there would be no need for debate. He pointed out that it’s impossible to address every aspect of the ordinance and suggested focusing on the current issues and recognize that it will come back for further review as things evolve.

Teisha Mechetti said the issue is really a matter of principal noting that she actually voted against Proposition 64 out of concern with potential abuse of recreational cannabis. Nevertheless, it will not change the way people consume the product. She said she thinks medical cannabis will rise to the top and recreational will be the “B” grade product but either way, the City needs to move where the legislation is.

Commissioner Angeloff called for a 5 minute recess at 8:22 p.m.

The meeting reconvened at 8:29 p.m.

Commissioner Woodall asked Chief of Police Conner to reiterate what he said at the January 16th City Council meeting.

Chief Conner said the purpose of the cannabis regulations is to bring the black market into light, to provide the opportunity for safer cultivation practices without the environmental damage and use of dangerous pesticides, and unsafe extraction labs. He added that the funds would allow more enforcement and reduce the hazards associated with the black market.

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Commissioner Strahan said related to environmental concerns, he worked as a consultant for Caltrans at Cedar Creek in the Eel River Basin and they had very stringent environmental requirements. The Ph. levels had to be tested every day and if they reached 9.5 or above the State was in violation and penalized as well as the contractor. He noted that the Ph. levels were high at times but dropped down to 6.5 when the marijuana harvest season ended.

Commissioner Marks questioned the safety of the City's water supply as far as potential contamination from proposed activities at the site.

City Manager Knopp explained that there are still test wells at the City's well site, which are monitored regularly; if any contamination were to occur, the City would not be allowed to operate the wells.

Community Development Director Caldwell noted that staff reported proposed developments to Department of Water Resources and the only thing that came up was with regard to the leach field on Dennis Wendt's parcel requiring it to be a minimum of 150 feet from the City's wells.

Commissioner Woodall asked Mayor Wilson to state for the record, Mayor Pro Tem Johnson's opinion on the revisions to the ordinance.

Mayor Wilson indicated that Mayor Pro Tem Johnson expressed support for both "A" and "M" activities and overall support of the revisions.

Commissioner Angeloff stated that he would like to see businesses succeed and that they are given the opportunity to access both the "M" and "A" market. He read the following statement for possible inclusion in the ordinance:

The City of Rio Dell is focused on the development of the medicinal cannabis industry in an effort to better understand the effects of the plant and its constituent components on various diseases. We encourage the businesses within the industry to focus their efforts towards the medicinal market and actively seek businesses that conduct medical research as associated with the cannabis industry. The efforts of the City to better understand the medical benefits of this plant will provide an environment in which research oriented businesses will thrive and encourage new and innovative researchers to locate in Rio Dell. In this light, the City of Rio Dell envisions a future for the Humboldt Rio Dell Business Park as a research center for the Cannabis industry.

**RIO DELL PLANNING COMMISSION
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Page 17**

Mayor Wilson suggested staff fine tune the ordinance to include definitions for all State license types. He also said he would like to find a way to provide an incentive to those businesses focusing on medical “M” activities; possibly with a lower tax rate.

City Attorney Gans said as a Land Use Ordinance, the Council has complete discretion. As to the tax, it required voter approval but if the Council wants to incentivize medical businesses they could do so in the current tax range already adopted. He explained the tax amount cannot exceed the maximum range but it could be reduced for one or both license types.

City Manager Knopp commented that staff could bring back the ordinance to reduce the tax rate for “M” medical use licensed activities from 2% to perhaps 1% or even 0% in order to prioritize medical activities and offer an incentive to those businesses.

Mayor Wilson suggested staff be directed to come up with a viable plan that works for the City and the stakeholders.

Commissioner Angeloff said another option would be to freeze the tax rate for medical licensees and increase the tax rate for adult licensees.

Commissioner Strahan said the purpose of the study session is to review the ordinance and address any concerns so the Planning Commission can make a recommendation to the City Council. As a Commissioner, he said he doesn’t want to go through this process again and suggested the Commission come to a consensus.

Community Development Director Caldwell clarified that the Planning Commission is not responsible for making recommendations regarding the tax rate ordinance, as it is not a land use issue.

Discussion continued regarding State license types and requirements.

It was suggested that all cannabis licensees be required to hold a Medical “M” type State license regardless if they hold an Adult “A” license or not.

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City Attorney Gans said that Rio Dell would probably be the first city in California to make that requirement and that he would look into it to make sure it is within the City's legal authority.

The study session ended at 8:55 p.m. and City Attorney Gans was excused.

Adopt Resolution No. PC-~~111~~ 117-2018 Recommending the City Council Amends the Medical Cannabis Regulations, Section 17.30.195 of the Rio Dell Municipal Code (RDMC) to Eliminate the Reference to Medical or Medicinal Cannabis and to Include new Definitions and other Minor Changes Consistent with the new State Regulations
Motion was made by Kemp/Marks to adopt Resolution No. PC-111-2018 recommending the City Council amends the Medical Cannabis Regulations, Section 17.30.195 of the Rio Dell Municipal Code (RDMC) to eliminate the reference to Medical or Medicinal Cannabis; to include new definitions for State License Types and other minor changes consistent with the new State Regulations; to include a preamble regarding the City's desire to foster medicinal cannabis research and development; and to require that all cannabis operators/licensees to hold a Medical "M" type State license.

Commissioner Angeloff called for public comment on the proposed resolution; no public comment was received.

Motion carried 5-0.

Resolution No. 116-2018 Recommending the City Council Repeal the existing Sign and Nameplate Regulations, Section 17.30.300 and the Outdoor Advertising Regulations, Section 17.30.210 of the Rio Dell Municipal Code (RDMC)

Community Development Director Caldwell provided a brief staff report and said the draft Sign Regulations were presented to the Commission at the October 24, 2017 regular meeting, briefly discussed and continued to this meeting for further review and possible approval. He said the proposed regulations were mailed to all of the businesses and property owners of commercial property in the City and the only comment received was from Dave Thompson from Humboldt Gables Motel requesting that two (2) signs be allowed per business rather than one (1) as proposed. He noted that the two signs would not exceed the total maximum size as proposed for one sign. As such, staff felt the request was reasonable.

**RIO DELL PLANNING COMMISSION
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Motion was made by Marks/Kemp to approve Resolution No. PC-116-2018 recommending the City Council repeals the existing Sign and Nameplate Regulations, Section 17.30.300 and the Outdoor Advertising Regulations, Section 17.30.210 of the Rio Dell Municipal Code as amended to allow for two (2) signs per business in the Community Commercial and Industrial Commercial Zones.

Commissioner Angeloff called for public comment on the proposed resolution.

Dave Thompson commented that the proposed regulations are more flexible and more like the City of Eureka's sign regulations.

Motion then carried 5-0.

ADJOURNMENT

The meeting adjourned at 9:05 p.m. to the February 27, 2018 regular meeting.

Nick Angeloff, Chair

Attest:


Karen Dunham, City Clerk


675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532



For Meeting of: March 27, 2014

To: Planning Commission

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager 

Date: March 19, 2018

Subject: Hower/Davis Lot Line Adjustment. APN No's. 052-061-021 & 023 (one parcel) and 052-061-059; Case No. LLA 18-01;

Recommendation:

That the Planning Commission:

1. Receive staff's report regarding the proposed lot line adjustment and merger;
2. Open the public hearing, receive public input, close the public hearing and deliberate;
3. Find that the proposed lot line adjustment is consistent with the Rio Dell General Plan, Zoning and Building regulations and is Categorically Exempt pursuant to Section 15305 of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations
4. Adopt Resolution No. PC 120-2018 approving the proposed lot line adjustment

Summary

The applicants are proposing a lot line adjustment between two parcels (APN's 052-061-021 & - 023 are one legal parcel), adjusting 20,200+/- sq. ft from APN's 052-061-021 & 023 to APN 052-061-059 resulting in two parcels of 13, 476 sq. ft. (052-061-021 & 023) and 56,539 sq. ft. (052-061-059). Both parcels are currently developed with single family residences. Please refer to Attachment 1.

Based on the proposed project, staff has determined that the project is Statutorily Exempt pursuant to Class 5, Section 15305 of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations. This exemption applies to lot line adjustments with an average slope of less than 20% and does not result in any changes in land use or density.

The applicant has submitted evidence in support of making the required findings. Lot line adjustments ***shall*** be approved if the required findings can be made. Therefore staff recommends that the Planning Commission approve the project as conditioned.

Required Findings

Section 16.35.030 Rio Dell Municipal Code (RDMC).

A lot line adjustment ***shall*** be approved or conditionally approved when there is compliance with all of the following approval criteria:

- (1) The application is found to be complete; and
- (2) Either (a) the parcels to be adjusted are found to be in compliance with the Subdivision Map Act and local subdivision regulations, or (b) a Conditional Certificate of Subdivision Compliance for the parcel or parcels has been issued for recordation prior to or concurrent with the lot line adjustment; and
- (3) The proposed lot line adjustment neither causes non-conformance nor increases the severity of pre-existing nonconformities with the General Plan, Zoning and Building ordinances. Providing compliance with this subsection, the approval shall not be conditioned on correction or preexisting non-conformities with the General Plan, Zoning and Building ordinances.

Staff Analysis

1. Complete Application

The applicant has submitted the required application materials including the map/plot plan illustrating the proposed lot line adjustment, copies of the current deeds, creation documents and copies of a Preliminary Title Report (PTR) for each of the parcels.

2. Subdivision Map Act Compliance

The parcels were created in compliance with State and local regulations. The Hower parcel and the Davis parcel were created as one parcel in 1941, Book 258, Page 146 of Deeds, Attachment 2. This parcel was subdivided in February of 1959. The parcel currently owned by Davis was conveyed to Thomas and Lucille Burgess on February 5, 1959, Book 522, Page 64 of Official Records, Attachment 3. The Hower parcel was later conveyed to Leon and June Dokweiler on

June 12, 1968, Book 954, Page 520, Attachment 4. The Subdivision Map Act was enacted in March of 1972. Both parcels were created in compliance with State and local regulations in effect at that time.

3. General Plan, Zoning and Building Ordinance Consistency

The parcels are planned and zoned Urban Residential (UR). The purpose of the Urban Residential or UR zone is to provide neighborhood residential areas with varying densities for single-family dwellings. A copy of the Urban Residential development standards is included as Attachment 5. The Urban Residential designation requires a minimum parcel size of 6,000 square feet. The resulting parcels will be 13, 476 sq. ft. (052-061-021 & 023) and 56,539 sq. ft. (052-061-059) respectively, meeting the minimum parcel size requirement.

Approval of the Lot line Adjustment does not guarantee that the parcels are suitable for development in accordance with existing and future regulations.

Based on comments from referral agencies, information submitted by the applicant and the recommended conditions of approval (Attachment 6), the evidence supports the finding that the proposed lot line adjustment is in conformance with all applicable policies of the Zoning Regulations, General Plan and Building Regulations.

4. California Environmental Quality Act (CEQA)

Based on the proposed project, staff has determined that the project is Statutorily Exempt pursuant to Class 5, Section 15305 of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations. This exemption applies to lot line adjustment with an average slope of less than 20% and does not result in any changes in land use or density.

Attachments:

Attachment 1: Referral/Maps

Attachment 2: Ogle to Helgerson Deed, 1941, Book 258, Page 146 of Deeds.

Attachment 3: Helgerson to Burgess Deed 1959, Book 522, Page 64 of Official Records.

Attachment 4: Helgerson to Dokweiler Deed, 1968, Book 954, Page 520.

Attachment 5: Urban Residential Development Standards.

Attachment 6: Conditions of Approval.

Attachment 7: Resolution No. PC -120-2018



675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532

Community Development Department

Project Referral

Date: March 7, 2018

To: ☒ Public Works
☒ Rio Dell Fire District
☒ Rio Dell Police Department
☐ County Environmental Health
☐ County Planning Department
☐ Regional Water Quality Control Board

☐ Fortuna Fire District
☒ Rio Dell City Manager
☐ City Engineer (GHD)
☐ Caltrans District #1
☐ Fish and Wildlife
☒ Applicant/Agent

Applicant: Karen Hower
Address: 278 Belleview Avenue
City/State/Zip: Rio Dell, CA. 95562
Telephone: (707) 391-7283
Email: robertparsells1@gmail.com

Agent: Parsells Construction & Consulting
Address: 278 Belleview Avenue
City/State/Zip: Rio Dell, CA. 95562
Telephone: (707) 391-7283
Email: robertparsells1@gmail.com

Assessor Parcel Number(s): 052-061-021, -023 & 059

General Plan/Zoning Designation: Urban Residential

Project Description: An application for a Lot Line Adjustment (LLA) between two parcels (APN's 052-061-021 & -023 are one legal parcel), adjusting 20, 200+/- sq. ft from APN's 052-061-021 & 023 to APN 052-061-059 resulting in two parcels of 13, 476 sq. ft. (052-061-021 & 023) and 56,539 sq. ft. (052-061-059).

Project Location: The project site is located in the Belleview/Ogle neighborhood and is known as 272 and 278 Belleview Avenue.

Please review the attached information regarding the above referenced project and provide your comments with any recommended conditions of approval **within 10 calendar days** of the above date. If no response is received or a request for an extension is not received within 10 calendar days of the above date, it will be assumed that your agency has no comments or concerns regarding the project. **The project is tentatively scheduled to be heard at the Planning Commission meeting of March 27, 2018.**

If you have any questions concerning the project, please contact Kevin Caldwell, Community Development Director between 8:00 a.m. and 5:00 p.m. Monday through Friday at (707) 764-3532.

We have reviewed the above referenced application and recommend the following (please check one):

- ☐ Recommend approval. The Department has no comment at this time.
☐ Recommend conditional approval. Suggested conditions attached.
☐ Other comments:

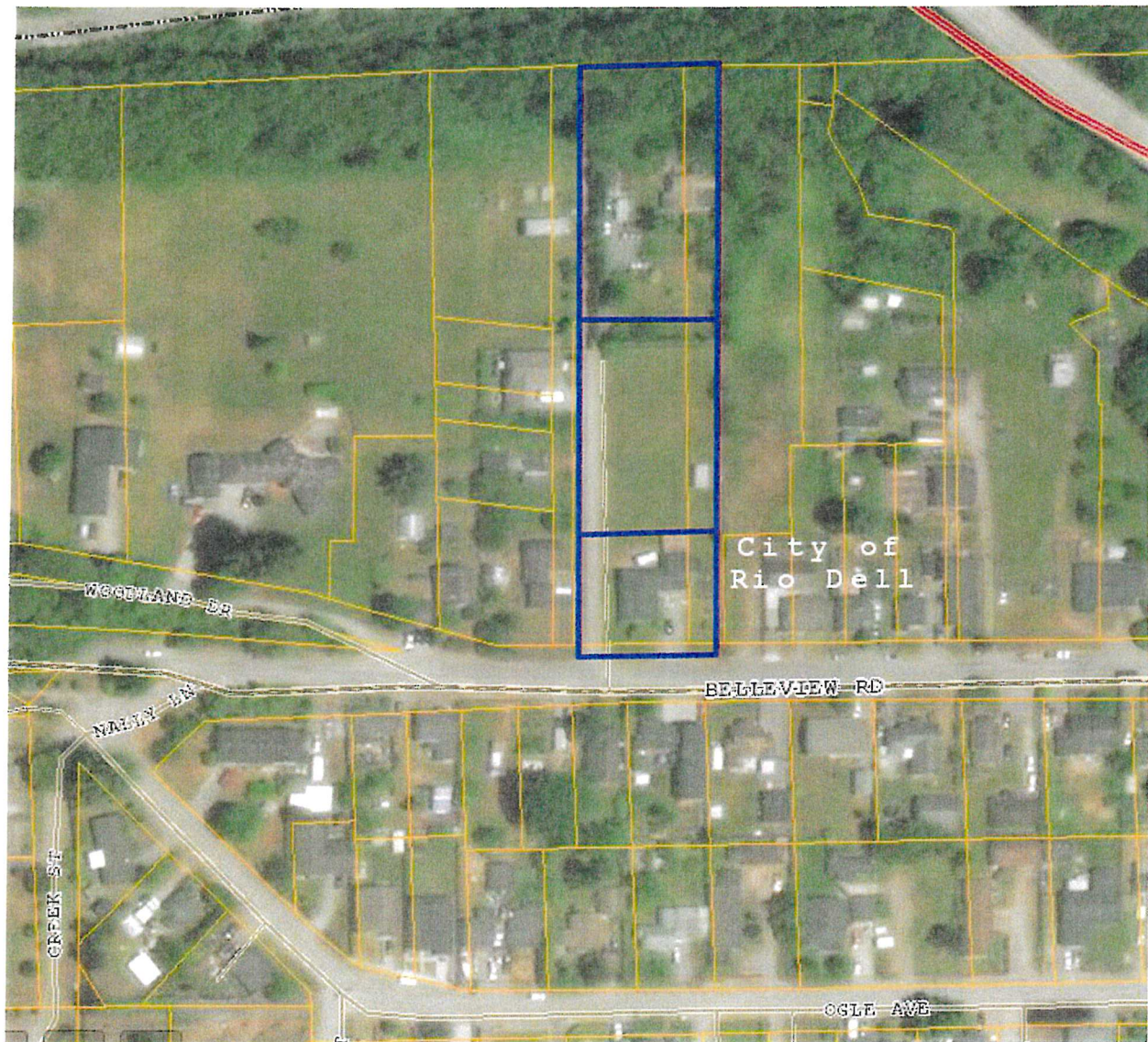
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Date: _____

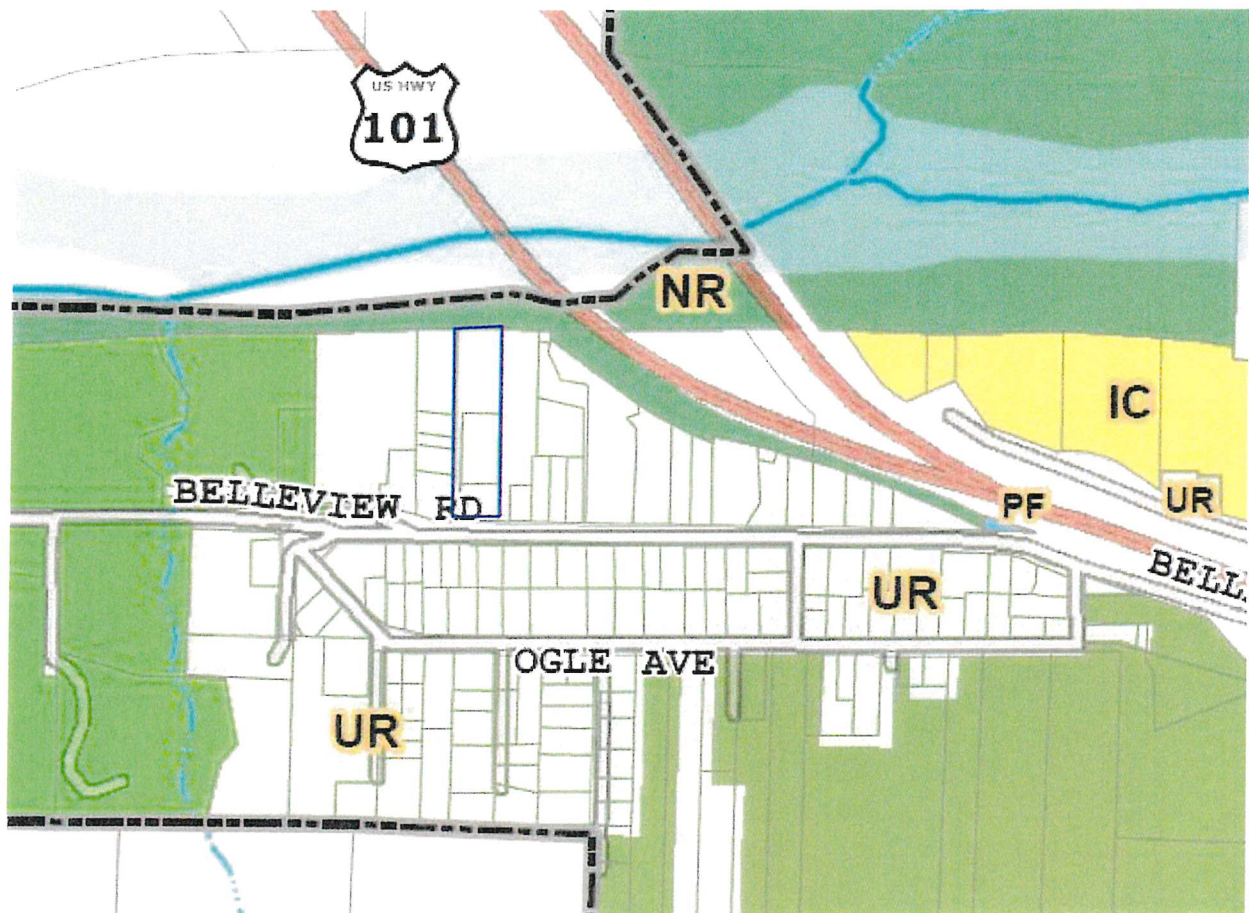
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532



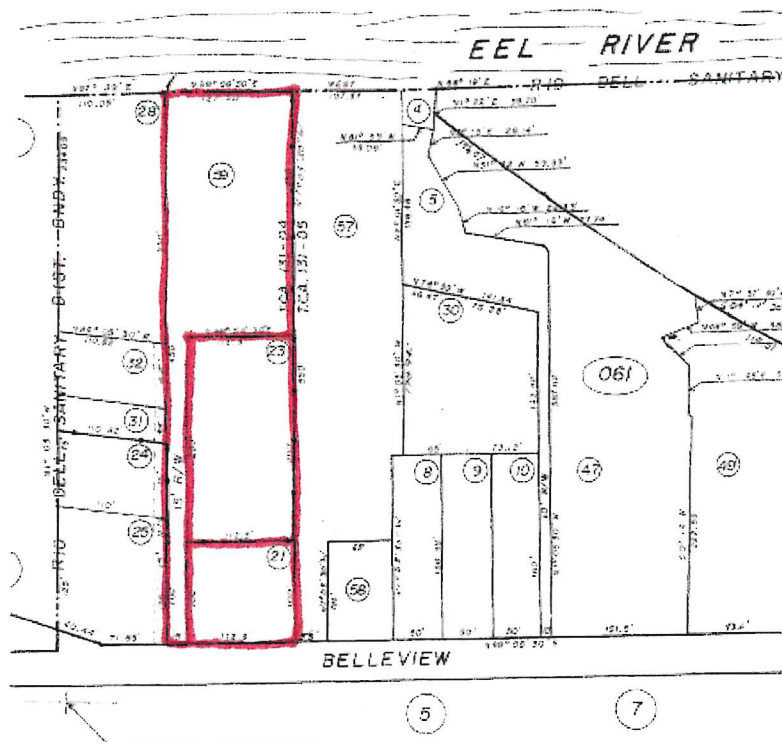
Hower/Davis Lot Line Adjustment
Case No. LLA 01-2018



Aerial Vicinity map
Source: Humboldt County GIS



Zoning/General Plan Map



Assessor Map

Forms/Hower Davis Referral Maps

thence West 20 feet; thence North and parallel with the above mentioned subdivisional line and 20 feet distant therefrom to the South line of lands conveyed by Henry M. Branstetter to Conrad Wittman by Deed as aforesaid; thence East 20 feet to place of beginning. This last grant is made upon the express condition and upon the further consideration that the grantee, his heirs and assigns, are to maintain one-half of all the fences, gates, etc., required on said right of way under the original grant thereof, and shall pay one-half the expenses and do one-half the work necessary to keep said way in good repair and condition for the use for which it is intended, and keep one-half of fence on west side of way, in repair.

ALSO the real property in the CITY OF FERNDALE, County of Humboldt, State of California, described as:

The East Ninety (90) feet of Lot Number Seven (7), Block Number Twelve (12) Francis Division.

ALSO the West Sixty (60) feet of Lot Number Seven (7), Block Number Twelve (12) Francis Division.

All according to the Official Map of said City on file in the office of County Recorder of said County and State.

TO HAVE AND TO HOLD the above granted and described premises, with all the appurtenances thereof unto the said grantees, in Joint Tenancy, with right of survivorship, and to the heirs and assigns of such survivor forever.

IN WITNESS WHEREOF, the grantors have hereunto subscribed their names this 10th day of December, A.D. 1942.

Joseph Anton Regli

Sometimes known as:

Joseph A. Regli

Josephine Regli

STATE OF CALIFORNIA)
COUNTY OF HUMBOLDT) SS

On this 10th day of December, A.D. 1942, before me, Beatrice Myers Winslow, a Notary Public in and for said County, personally appeared JOSEPH ANTON REGLI, sometimes known as JOSEPH A. REGLI and JOSEPHINE REGLI (his wife) known to me to be the persons whose names are subscribed to the within instrument, and acknowledged to me that they executed the same.

WITNESS my Hand and Official Seal.

(SEAL) Beatrice Myers Winslow

Notary Public in and for the County of Humboldt,
State of California.

7633 Recorded at the request of Beatrice Myers Winslow, December 21th 1942, at 33 minutes past 11 A.M., in book 258 of Deeds, page 146, Records of the County of Humboldt.

W. J. Crane, Recorder.

✓ Paid \$1.40 Comparaodi *W. J. Crane*, Comparison By Vivian V. Buttle, Deputy.

This Indenture, Made this First day of May in the year of Our Lord One Thousand Nine Hundred and Forty-one Between E. G. OGLE and MARGARET OGLE, his wife, of the County of Humboldt, State of California, the parties of the first part, and JOSEPH HELGERSON and ANNA HELGERSON, his wife, of the same place, the parties of the second part,

Witnesseth: That the said parties of the first part, for and in consideration of the

sum of Ten Dollars, lawful money of the United States of America to them in hand paid by the said parties of the second part, the receipt whereof is hereby acknowledged, do by these presents, grant bargain, sell, convey and confirm unto the said parties of the second part, and to their heirs and assigns forever all the certain lot, piece or parcel of land situate, lying and being in the County of Humboldt, State of California, and bounded and particularly described as follows: to-wit:

That parcel in Section 36 of Township 2 North, Range 1 West of Humboldt Meridian described as follows: Beginning at a point located 858.30 feet North and 273.54 feet West of the Southeast corner of said Section 36 and running thence South 88 degrees 56½ minutes West 127.30 feet, thence North 1 degree 3½ minutes West 550 feet to the bank of Eel River, thence upstream along said bank North 88 degrees 56½ minutes East 127.30 feet, thence South 1 Degree 3½ minutes East 550 feet to the point of beginning.

Together with all and singular the tenements, hereditaments and appurtenances thereunto belonging, or in anywise appertaining, and the reversion and reversions, remainder and remainders, rents, issues and profits thereof.

To Have and to Hold, all and singular the said premises, together with the appurtenances, unto the said parties of the second part, and to their heirs and assigns forever.

In Witness Whereof, the said parties of the first part, have hereunto set their hands and seals the day and year first above written.

Signed, Sealed and Delivered in the)

E. G. Ogle (Seal)

Presence of

Margaret Ogle (Seal)

Maurice Bowman

State of California,)
County of Alameda) SS.



On this first day of May in the year 1941, before me, Maurice Bowman a Notary Public in and for said County, personally appeared E. G. OGLE and MARGARET OGLE, his wife known to me to be the persons whose names are subscribed to the within instrument, and acknowledged to me that they executed the same.

WITNESS my hand and official seal,

(SEAL) Maurice Bowman

Notary Public in and for the County of ALAMEDA,
State of California.

My Commission expires March 23, 1945

7639 Filed for Record at the Request of The First National Bank of Scotia, December 14th A.D., 1942, at 9:20 o'clock A.M., in Book 258 of Deeds, page 147, Records of Humboldt County.

W. J. Crane, Recorder.

Paid, \$1.10

By Vivian V. Buttle, Deputy Recorder.

COMMERCIAL

DEED

W. KELSIE JACKSON and KATHRYN W. JACKSON, husband and wife, the grantors, in consideration of Ten dollars, the receipt whereof is hereby acknowledged, do GRANT and CONVEY unto SYLVIA EGGERT, a single woman, the grantee, all that real property situated in the City of Eureka County of HUMBOLDT, State of California, bounded and described as follows, to-wit:

BEGINNING on the east line of I Street at a point which is distant thereon 350 feet southerly from the South line of Seventeenth Street in the City of Eureka, as established according to the official city monuments and surveys; running thence easterly parallel with

185 275

GRANT DEED (Individual)



For value received JOSEPH HELGERSON and ANNA HELGERSON, his wife

GRANT to

THOMAS BURGESS, Jr and LUCILLE V. BURGESS, his wife
in Joint Tenancy.

all that real property situate in the

County of Humboldt

, State of California, described as follows:

That parcel in Section 36 of Township 2 North Range 1 West of Humboldt Meridian, described as follows:

Beginning at a point located 858.30 feet north and 273.54 feet west of the southeast corner of said Section 36 and running thence along the county road south 88 degrees 56 1/2 minutes west 112.3 feet; thence north 1 degree 03 1/2 minutes ~~xxxxxxx~~ west 300 feet, thence north 88 degrees 56 1/2 minutes east 112.30 feet, thence south 1 degree 03 1/2 minutes east 300 feet to the point of beginning.

Dated February 5 1959

Joseph Helgerson
Anna Helgerson

STATE OF CALIFORNIA

County of Humboldt

On February 5 1959

before me, *Stanley L. Parker*, a Notary Public,
in and for said County and State, personally appeared

Joseph Helgerson and Anna Helgerson

known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he had executed the same.

Stanley L. Parker
Notary Public

My Commission expires Feb. 11, 1961

When recorded send to

Name Thomas Burgess Jr

Address Rt. 1 - Box 395

City FORTUNA

State Calif.

Appl. No. 97422

For Recorder's Use Only

2404

RECORDED AT REQUEST OF
CLYDE ABSTRACT & TITLE CO.
522 OFFICIAL
VOL. 1111 RECORDS PG. 64

FEB 11 1 42 PM 1959

HUMBOLDT COUNTY RECORDS
COURT CLERK ALICIA RECORDER
Deputy
FEB 12 1959

INDEXED

APN's 052-061-021 +023

RECORDING REQUESTED BY

8659

RECORDED AT REQUEST OF
BELCHER ABSTRACT & TITLE CO.
VOL. 964 OFFICIAL RECORDS PG 520
JUN 17 8 52 AM 1968
HUMBOLDT COUNTY RECORDS
EMMA R. ALCALA, RECORDER
Paul H. H. Deputy
FEE 2 2.80

AND WHEN RECORDED MAIL TO

NAME
ADDRESS Leon W. Dokweiler
CITY & STATE P.O. Box 31
Scotia, California 95565

MAIL TAX STATEMENTS TO

NAME Same as above
ADDRESS
CITY & STATE

Real Property Transfer Tax \$5.50

\$2.20 \$2.20 \$.55 \$.55

JUN 17 1968 HUMBOLDT COUNTY DOCUMENTARY STAMP TAX

JUN 17 1968 HUMBOLDT COUNTY DOCUMENTARY STAMP TAX

JUN 17 1968 HUMBOLDT COUNTY DOCUMENTARY STAMP TAX

JUN 17 1968 HUMBOLDT COUNTY DOCUMENTARY STAMP TAX

Order No. 125015 LJS:mb1

Individual Grant Deed

FOR VALUE RECEIVED, ANNA HELGERSON,
a widow

GRANT to LEON W. DOKWEILER and JUNE M. DOKWEILER,
his wife, as joint tenants.

all that real property situate in the CITY OF RIO DELL,
County of HUMBOLDT, State of California, described as follows:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

Dated June 12th 19 68

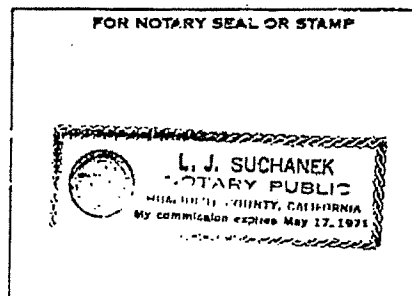
Anna Helgersen x
Anna Helgersen

STATE OF CALIFORNIA } ss.
County of HUMBOLDT }
On June 12th 19 68, before me, the undersigned,
a Notary Public, in and for said State, personally appeared
ANNA HELGERSON
known to me to be the person whose name is
subscribed to the within instrument, and acknowledged to me that
she executed the same.

L. J. Suchanek
Notary Public

L. J. Suchanek

Name (Type or Printed)



MAIL TAX STATEMENTS AS DIRECTED ABOVE

520

ATTACHMENT -30-

APW 052-061-059

8659

EXHIBIT "A"

DESCRIPTION

That real property situated in the City of Rio Dell, County of Humboldt, State of California, described as follows:

That Parcel of land in the Southeast Quarter of Section 36, Township 2 North, Range 1 West, Humboldt Meridian, described as follows:

BEGINNING at a point 858.30 feet North and 273.54 feet West of the Southeast corner of said Section 36;
 and running thence along the County Road South 88 degrees 56 1/2 minutes West 127.30 feet to the true point of beginning;
 and running thence North 01 degree 03 1/2 minutes West 550 feet to the bank of Eel River, as said bank existed in 1951;
 thence upstream along said bank North 88 degrees 56 1/2 minutes East 127.30 feet;
 thence South 01 degree 03 1/2 minutes East 250 feet to the Northeast corner of the Parcel of land conveyed to Thomas Burgess, Jr. and wife by Deed recorded February 11 1959 in Book 522 of Official Records Page 64;
 thence South 88 degrees 56 1/2 minutes West 112.30 feet to the Northwest corner of said land conveyed to Burgess and wife;
 thence South 01 degree 03 1/2 minutes East 300 feet to the County Road;
 and thence along said road South 88 degrees 56 1/2 minutes West 15 feet to the true point of beginning.

Urban Residential Zone Development Standards
Section 17.20.030 Rio Dell Municipal Code

17.20.030 Urban Residential or UR zone.

The purpose of the Urban Residential or UR zone is to provide neighborhood residential areas with varying densities for single-family dwellings. The following regulations shall apply in all Urban Residential or UR zones:

(1) Principal Permitted Uses.

- (a) Detached single-family dwellings.

(2) Uses Permitted with a Use Permit.

- (a) Attached dwellings with a minimum lot size of 4,000 square feet; *See General Policy below.*
- (b) Rooming and boarding of not more than two persons not employed on the premises;
- (c) Public and private non-commercial recreation facilities;
- (d) Schools, churches, civic and cultural uses including City offices and day care centers.
- (e) Uses not specifically identified, but similar to and compatible with the uses permitted in the zone.

- (3) Other Regulations. See Table 17.20.030 for development standards for the Urban Residential (UR) zone.

Table 17.20.030
Development Standards for the Urban
Residential or UR Zone

Site Development Standard	Zone Requirement
Minimum Lot Area:	6,000 square feet
Maximum Ground Coverage:	50%
Minimum Lot Width:	60 feet
Minimum Yards	
Front:	20 feet
Rear:	10 feet
Side:	5 feet
Maximum Building Height:	35 feet

General Plan Land Use Policy for Attached Dwellings

Policy LU-14: The standards for attached dwelling units shall be designed to maintain Rio Dell's small town atmosphere. These standards shall include:

- A dwelling group may not contain more than four attached units; and
- Each dwelling unit must have a ground floor front door that faces a public street; and
- Each dwelling unit must have a sidewalk from the public street to the front door that is separate from any driveway; and
- Parking for the dwelling unit group should be located at the rear of the building; and
- Each dwelling unit should have a covered stoop or porch at the front door.

Hower/Davis Lot Line Adjustment
APN No's. 052-061-021 & 023 and APN 052-061-059; Case No. LLA 18-01

Conditions of Approval

Approval of the Lot Line Adjustment is conditioned upon the following terms and requirements:

1. The instruments of record as approved by the Planning Department shall be recorded and the lot line adjustment shall be completed within thirty-six (36) months of approval of the lot line adjustment.

Prior to expiration, the applicant or property owner may request extension of the filing deadline by submitting a written extension request and a filing fee as set by resolution of the City Council.

The Planning Director may grant a maximum of three years extension of the filing deadline if the Planning Director finds that the conditions under which the tentative approval was issued have not significantly changed.

2. A Notice of Lot Line Adjustment shall be recorded for the resulting parcels. The following information must be submitted to the Planning Department for review prior to recordation:

(a) A copy of the deeds to be recorded for the adjusted parcels; provided however, that when the parcels being adjusted are held in common ownership, no new deeds shall be required for the preparation of the Notice of Lot Line Adjustment.

(b) A Lot Book Guarantee or Preliminary Title Report current within 6 months or other evidence satisfactory to the Planning Department regarding ownership of parcels.

(c) Completed "Notice of Lot Line Adjustment and Certificate of Subdivision Compliance" forms (these are available from the Planning Department).

3. When the parcels being adjusted are not held in common ownership, copies of the executed deeds (signed but not recorded) must be submitted for review and approval to the Planning Department.

4. Pursuant to Section 8762 of the Business and Professions Code a Record of Survey monumenting the corners of the new property line(s) may be required. The City Engineer shall not require the Record of Survey if in his opinion any one of the following findings can be made:

- (a) The new boundary line(s) are already adequately monumented of record.
- (b) The new boundary line(s) can be accurately described from Government Subdivision Sections or aliquot parts thereof.
- (c) The new boundary line(s) can be accurately described and located from existing monuments of record.
- (d) The new boundary is based upon physical features (i.e. roads, creeks, etc.) which themselves monument the line.

5. The applicants shall provide documentation from the County of Humboldt Tax Collector that all property taxes for the parcels involved in the lot line adjustment have been paid in full if payable, or secured if not payable to the satisfaction of the County Tax Collector's Office, and all special assessments on the parcels must be paid or reapportioned to the satisfaction of the affected assessment district. Please contact the Tax Collector's Office approximately three to four weeks prior to submitting the required conditions of approval.

Informational Note:

1. Approval of the Lot line Adjustment does not guarantee that the parcels are suitable for development in accordance with existing and future regulations.

RESOLUTION NO. PC 120-2018



**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF RIO DELL
APPROVING THE HOWER/DAVIS LOT LINE ADJUSTMENT**

WHEREAS the applicants are proposing a lot line adjustment between two parcels (APN's 052-061-021 & -023 are one legal parcel), adjusting 20,200+/- sq. ft from APN's 052-061-021 & 023 to APN 052-061-059 resulting in two parcels of 13, 476 sq. ft. (052-061-021 & 023) and 56,539 sq. ft. (052-061-059); and

WHEREAS both parcels are currently developed with single family residences; and

WHEREAS the parcels are planned and zoned Urban Residential (UR); and

WHEREAS the Urban Residential designation requires a minimum parcel size of 6,000 square feet; and

WHEREAS the resulting parcels comply with the requirements of the applicable zones; and

WHEREAS based on a review of the Preliminary Title Report, current deeds and creation deeds, staff has determined that the two parcels are legal, separate parcels created in compliance with the Subdivision Map Act and local regulations; and

WHEREAS the proposed lot line adjustment does not result in any nonconformity in regards to setbacks or lot coverage and does not require the relocation of any easements or utilities; and

WHEREAS the applicant has submitted evidence in support of making the required findings and

WHEREAS the City has reviewed the submitted application and evidence and has referred the project to various agencies for review, comments and recommendations; and

WHEREAS based on comments from referral agencies, information submitted by the applicant and the recommended conditions of approval, the evidence supports the finding that the

proposed lot line adjustment is in conformance with all applicable policies of the Zoning Regulations, General Plan and Building Regulations; and

WHEREAS the area being adjusted has an average slope of less than 20%; and

WHEREAS staff has determined that the project is Statutorily Exempt pursuant to Section 15305 of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations; and

WHEREAS pursuant to Section 15305 of the CEQA Guidelines this exemption applies to lot line adjustments with an average slope of less than 20% and does not result in any changes in land use or density.

NOW, THEREFORE, BE IT RESOLVED the City finds that based on evidence on file and presented in the staff report that the proposed lot line adjustment complies with all of the following required findings:

1. That the proposed lot line adjustment application was found to be complete; and
2. That the parcels involved in the lot line adjustment were created in compliance with the Subdivision Map Act;
3. That the proposed lot line adjustment neither causes non-conformance nor increases the severity of pre-existing nonconformities with the General Plan, Zoning and Building ordinances; and
4. That the proposed lot line adjustment Statutorily Exempt pursuant to Section 15305 of the CEQA Guidelines, Title 14, Chapter 3 of the California Code of Regulations.

BE IT FURTHER RESOLVED that the Planning Commission of the City of Rio Dell approves the proposed lot line adjustment subject to the recommended conditions of approval.

APPROVED AND ADOPTED by the Planning Commission of the City of Rio Dell at their meeting of March 27, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Nick Angeloff, Chair

ATTEST:

I, Karen Dunham, City Clerk for the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of Resolution No. PC 120-2018 adopted by the Planning Commission of the City of Rio Dell on March 27, 2018.


Karen Dunham, City Clerk, City of Rio Dell

675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532



For Meeting of: March 27, 2014

To: Planning Commission

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager

Date: March 19, 2018

Subject: Glenn White – PMD Inc. Temporary Facilities

Recommendation:

That the Planning Commission:

1. Receive staff's report regarding the proposed temporary facilities;
2. Open the public hearing, receive public input, close the public hearing and deliberate;
3. Find that the proposed temporary facilities are in substantial conformance with the previous approval of the project.

Background/Discussion

Glenn White (PMD Inc.) has requested approval of temporary facilities for (1) a construction office which will also serve as the office for distribution, (2) a testing laboratory and associated office, (3) a FlexMod C1D1 manufacturing unit (oil), (4) storage facilities and storage for solvents (butane/propane, no more than 300 pounds). Construction on Building No. 3, the southern building which will house the testing lab, manufacturing facility and tissue culture research and development facility is expected to begin in April. Please see the attached Temporary Site Plan.

Given the uses are temporary, staff has no objection to the proposed temporary uses. The original conditioned performance standards regarding security, waste management and Standard Operating Procedures (SOP's) will apply to the temporary uses as well.

The Fortuna Fire Protection District has requested 10,000 gallons of emergency water supply tied to a wharf hydrant. The office units, the C1D1 unit and the testing lab must be placed one (1) foot above the base flood elevation and anchored. In addition, staff is recommending that the units be painted a neutral color. The project has been conditioned accordingly.

**Glenn White PMD Inc. Temporary Uses
APN No's. 205-111-021**

Conditions of Approval

1. The applicant shall comply with the original conditions of approval regarding security, waste management and Standard Operating Procedures (SOP's).
2. A minimum of 10,000 gallons of emergency water storage tied to a wharf hydrant shall be provided to the satisfaction of the Fortuna Fire Protection District. The applicant shall provide written verification from the District that they have no objection to the occupancy and operations of the temporary facilities.
3. The office units, the C1D1 unit and the testing lab must be placed one (1) foot above the base flood elevation and anchored.
4. All the units shall be skirted and painted a neutral color.

LIVEREZ | Material Intake

Document #:	Title: Intake of new material	Print Date:
Revision #:	Prepared By:	Date Prepared:
Effective Date:	Reviewed By:	Date Reviewed:
Standard:	Approved By:	Date Approved:

Policy: This procedure outlines the required steps to record the intake of new material into the facility.

Purpose: Record the intake of new material in accordance with state requirements and internal recordkeeping policy.

Scope: Record Keeping, Inventory

Responsibilities: Manager, Intake personnel

Procedure:

1.0 Receive new material via manifest

1.1 Review sales invoice or shipping manifest to confirm all information is filled out correctly.

1.2 Compare tags to tag numbers indicated on manifest.

1.2.1 Manifest must be rejected if material tags do not match manifest tags.

1.3 Weigh each incoming parcel and compare to the weight indicated on the manifest.

1.3.1 Material must be rejected for errors in weight recording.

1.4 Inspect material for issues in product quality.

1.4.1 Material may be rejected for the following reasons...

1.4.1.1 Too dry

1.4.1.2 Too wet

1.4.1.3 Evidence of biological contamination

1.4.1.4 Evidence of non-organic contamination (chemical or physical)

1.5 Sign the manifest to accept the incoming material. Individual tags may be rejected from the manifest at this time.

1.6 [RECORDKEEPING] tag should indicate the following information...

1.6.1 Strain

1.6.2 Weight in grams

1.6.3 Name of personnel performing intake

1.6.4 Date of intake

1.7 Log the new material into the internal tracking database [INTAKE-DB]

1.7.1 Database requires the following information at the time of intake...

1.7.1.1 Cultivator License Number

(MIP – RECRD – 001) Intake of new source material – 1.0

LIVEREZ Material Intake

- 1.7.1.2 Track and trace Unique ID
- 1.7.1.3 Strain
- 1.7.1.4 Weight in grams
- 1.7.1.5 Harvest date
- 1.7.1.6 Dry time
- 1.7.1.7 Cure time
- 1.7.1.8 Name of personnel performing intake
- 1.7.1.9 Date of intake
- 1.8 Place material in secured cold storage.
 - 1.8.1 Distribute material evenly in vacuum bag and use vacuum to evacuate sealed bag.
 - 1.8.2 Place in cold storage.

LIVEREZ Material Prep

Document #:	Title: Material Prep	Print Date:
Revision #: 1.0	Prepared By:	Date Prepared:
Effective Date:	Reviewed By:	Date Reviewed:
Standard:	Approved By:	Date Approved:

Policy: Preparation of sample for hydrocarbon extraction.

Purpose: Proper preparation of sample for extraction impacts yield and product quality.

Scope: Hydrocarbon Extraction

Responsibilities: Extraction Technician

Procedure:

- 1.0 Complete the first portion of machine prep. **(MIP – Prep – 001) STEP 1.0**
- 2.0 Review material information in **INTAKE-DB** and print the **BATCH RECORD**.
- 3.0 Prepare material for extraction.
 - 3.1 Remove material from secure storage.
 - 3.2 Pack material into column(s).
 - 3.3 Place column(s) into preparatory freezer.
 - 3.4 When timer indicates, remove the material from the preparatory chest freezer.
- 4.0 The material is now ready for loading.
- 5.0 Load material into extraction vessel.
 - 5.1 Insert loading funnel into the top of the extractor tube.
 - 5.2 Pour material into funnel, using the packing dowel to move material through the loading funnel.
 - 5.3 Use packing dowel to gently compress material into the extractor tube before packing additional material.
 - 5.4 Remove the loading funnel from the top of the extractor tube.
 - 5.5 Use the seal brush to remove any particles from the gasket groove at the top of the extractor tube.
 - 5.6 Place the gasket in the groove at the top of the extractor tube.
 - 5.6.1 Special care must be taken to assure that the gasket is seated firmly in the groove with no debris.

(MIP – Prep – 002) Material Prep – 1.0

LIVEREZ Material Prep

- 5.6.2 If the gasket is damaged or shows any signs of wear, replace it immediately and submit the worn gasket to the MIP Manager.
- 5.7 Affix extraction column lid to top of extractor tube.
 - 5.7.1 Special care must be taken to assure that the groove on the bottom of the top cup lines up perfectly with the gasket seated in the groove at the top of the extractor tube.
 - 5.7.2 Align the extraction column lid such that pressure gauge is facing the extraction technician.
- 5.8 Affix filter plate to bottom of extractor tube.
 - 5.8.1 Center a new filter paper over the filter plate and push paper down with a retaining ring.
 - 5.8.2 Ensure that the filter plate is seated as flat as possible on the filter plate and that the filter is making a tight seal between the outside edge of the retaining ring and the inner edge of the filter plate.
- 5.9 Place and secure the high pressure clamps on the flanges of the extraction column top, extraction column, and filter plate.
 - 5.9.1 Place the clamp such that the bolts are the right and left of the extractor tube. This allows for access to the bolt head and nut for tightening.
 - 5.9.2 Tighten the bolts.
 - 5.9.2.1 Hand tighten both bolts.
 - 5.9.2.2 Tighten each side of the clamp with a torque wrench.
 - 5.9.2.2.1 Tighten in small increments, alternating between both sides of the clamp.
 - 5.9.2.2.2 Continue to tighten by alternating sides until a minimum torque of 8.85Ft Lbf is reached. Do not exceed 10 Ft Lbf.
- 6.0 Record quantity of material loaded in grams to **BATCH RECORD**.
- 7.0 Extraction vessel is now loaded with properly prepared source material. A vacuum must be created within the extraction column and vessels. **(MIP – Prep – 001) STEP 3.0**

LIVEREZ Machine Prep

Document #:	Title: Machine Prep	Print Date:
Revision #: 1.0	Prepared By:	Date Prepared:
Effective Date:	Reviewed By:	Date Reviewed:
Standard:	Approved By:	Date Approved:

Policy: Chilling the hydrocarbon solvent tank prior to the extraction process and evacuating atmosphere from the extraction system prior to use.

Purpose: Pre-chilling the solvent tank will facilitate solvent recovery by creating conditions that facilitate recovery of gaseous hydrocarbons, increases product quality, and lowers operating pressures for increased safety. Maintaining vacuum in the system prior to extraction mitigates ignition risk by removing any oxidizers from the system.

Scope: Hydrocarbon Extraction

Responsibilities: Extraction Technician

Procedure:

- 1.0 Connect the recirculating chiller to heat exchanger and solvent storage tank internal cooling coil.
 - 1.1 Attach recirculating chiller outlet to inlet at the bottom of the heat exchanger.
 - 1.2 Attach outlet from solvent storage tank internal cooling coil to the recirculating chiller inlet.
 - 1.3 Turn on the recirculating chiller fluid pump and set to -30C.
- 2.0 Prepare the source material. **(MIP – Prep – 002) STEP X.X**
- 3.0 Load solvent chilling coil reservoir with dry ice.
 - 3.1 Load reservoir with large pieces of dry ice and wait for dry ice bath to stop off gassing.
 - 3.2 Fill remaining space in reservoir with dry ice pellets or pulverized dry ice.
 - 3.3 Wait for off gassing to subside and top reservoir off.
- 4.0 Create a vacuum within the extraction column and vessels.
 - 4.1 Open vent port on closed loop system to discharge any residual butane in system.
 - 4.2 Connect vacuum line from the extractor manifold to the vacuum port on the lid of the extractor column.
 - 4.3 Turn on the vacuum pump.
 - 4.4 Open valves to evacuate recovery chamber and material column(s).
 - 4.5 Check compound gauges on recovery chamber and material column(s) to confirm vacuum has been established

(MIP – Prep – 001) Preheating the expansion filter – 1.0

LIVEREZ Machine Prep

- 4.6 Close vacuum ports and turn off vacuum pump.
- 5.0 The machine is now ready for an extraction run.

(MIP – Prep – 001) Preheating the expansion filter – 1.0

LIVEREZ | Extraction

Document #:	Title: Extraction	Print Date:
Revision #:	Prepared By:	Date Prepared:
Effective Date:	Reviewed By:	Date Reviewed:
Standard:	Approved By:	Date Approved:

Policy: Run hydrocarbons through prepared material. Extract resins and oils from prepared source material using hydrocarbon solvents.

Purpose: Using proper procedures during the extraction process affects yield, product quality and product outcome. It also insures efficiency, workplace safety and maintains optimal equipment performance.

Scope: Hydrocarbon Extraction

Responsibilities: Extraction Technician

Procedure:

1.0 Receive manifested material and log receipt.

2.0 Manager will prepare **BATCH RECORD**.

2.1 Include:

- 2.1.1 The unique ID of cannabis material used.
- 2.1.2 Batch/Lot number of cannabis material used.
- 2.1.3 The identity of the cannabis material used
- 2.1.4 The date the extraction is performed.

3.0 Prepare the system for an extraction run.

- 3.1 Prepare the plant material.
- 3.2 Load the prepared plant material.
- 3.3 Evacuate atmosphere from material column(s) and extraction vessels.
- 3.4 Ensure solvent tank scale is functioning and tare scale.
- 3.5 Ensure chiller fluid and heated fluid are at appropriate temperatures.

4.0 Verify connections.

- 4.1 Check all hoses to make sure that connections are secure.
- 4.2 Visually inspect high-pressure clamps to ensure proper fit.
- 4.3 Verify that all valves are closed.

5.0 Inject the solvent into the extraction column.

- 5.1 Slowly introduce solvent into extraction column, care must be taken to avoid rapid pressure changes.

(MIP – Run – 001)Extraction Run – 1.0

LIVEREZ Extraction

- 5.2 Monitor solvent tank scale to ensure proper saturation of the plant material is achieved in the material column(s).
- 5.3 During the injection, monitor several variables:
 - 5.3.1 The weight of the solvent storage tank.
 - 5.3.2 The pressure on the extraction chamber. Operating pressures should not exceed 80PSI.
 - 5.3.3 General conditions. If any leaks can be seen or heard, close all valves and ventilate the area immediately before diagnosing.
- 6.0 Recover solvent
 - 6.1 Open all valves downstream of the recovery pump.
 - 6.2 Open recovery valve on the solvent storage tank.
 - 6.3 Turn on the recovery pump.
 - 6.4 Variables to monitor during solvent recovery:
 - 6.4.1 Monitor the solvent tank scale to verify normal recovery rates (approx. 1lb/minute)
 - 6.4.2 Monitor the solvent tank gauge to ensure pressure does not exceed 80PSI.
 - 6.4.3 Monitor chiller fluid temperature to ensure it does not exceed 0 degrees Celsius.
 - 6.4.4 Monitor recirculating heater fluid to ensure it stays between 50-60 degrees Celsius.
 - 6.5 Once recovery vessel pressure reaches 0, the system is ready to discharge product.
- 7.0 Discharge extract from recovery vessel.
 - 7.1 Close all ball valves and turn off recovery pump.
 - 7.2 Slowly open product discharge port to prevent sudden pressure changes and collect product into a prepared container.
- 8.0 Purge material column and detach from extractor.
 - 8.1 Always monitor pressure gauges to avoid removing pressure clamps when any part of the system is under pressure.
 - 8.2 Open a valve on the material column lid to ensure column pressure is equalized with atmosphere.
 - 8.3 Remove top and bottom high pressure clamps.
 - 8.4 Remove material column from the extractor body, taking care not to spill the contents of the column.
 - 8.5 Transfer material column to unpacking area.
- 9.0 Shut down checklist.
 - 9.1 Close all ball valves on extractor.
 - 9.2 Turn off recovery pump.
 - 9.3 Turn off chilled fluid circulator.
 - 9.4 Turn off heated fluid circulator.
- 10.0 Manager will record on the **BATCH RECORD**.
 - 10.1 Actual yield of the manufacturing batch.

(MIP – Run – 001)Extraction Run – 1.0

LIVEREZ Extraction

- 10.2 The Unique ID of the manufacturing batch.
- 10.3 The Batch/Lot number of the manufacturing batch.

LIVEREZ | SAFETY PROTOCOL

Document #:	Title: Safety Protocol	Print Date:
Revision #: 1.0	Prepared By:	Date Prepared:
Effective Date:	Reviewed By:	Date Reviewed:
Standard:	Approved By:	Date Approved:

Policy: Perform system and facility safety checks prior to each production run.

Purpose: Proper safety checks must be completed prior to each production run in order to ensure that the operator, staff and facility are not subjected to unsafe environment during extraction.

Scope: Hydrocarbon Extraction

Responsibilities: Extraction Technician

Procedure:

- 1.0 Confirm that the means of egress is not obstructed.
 - 1.1 Exit doors and pathways should never be blocked.
- 2.0 Confirm that two 5-pound ABC fire extinguishers are located within 30 feet of the extractor.
- 3.0 Confirm that the exhaust fan is operational, unobstructed, and running at optimal throughput.
- 4.0 Confirm that the LP gas monitor is functioning.
- 5.0 Confirm that no ignition sources are present in the extraction room.
- 6.0 Confirm that personal safety equipment is present and in good condition within the extraction room.
 - 6.1 Half face respirators are located in the extraction room.
 - 6.2 Safety goggles should be available and worn throughout the extraction process.
 - 6.3 Nitrile gloves should be available and worn throughout the extraction process.
- 7.0 All flammable liquids should be stored in proper containers and within a flammable liquid storage cabinet throughout the extraction process.
- 8.0 Confirm that compressed gas cylinders are stored and labeled properly.
 - 8.1 Separated from hazardous conditions including combustible materials, extreme temperatures, falling objects and sources of ignition.
 - 8.2 Secure from unauthorized access.
 - 8.3 Secured from possible damage or tipping.
 - 8.4 Store all compressed gas cylinders upright.
 - 8.5 All cylinders must be marked in accordance with **CGA C-7**.

LIVEREZ | SAFETY PROTOCOL

- 8.5.1 All cylinders must be marked with proper chemical name or industry trade name.
- 8.5.2 All cylinders must display the appropriate Department of Transportation Label.
- 8.5.3 Empty containers must be marked with "EMPTY" or "MT" until returned to gas provider.

9.0 General extraction machine safety review

- 9.1 Examine high pressure clamps damage or wear.
 - 9.1.1 Bolt holes and threads are clean and undamaged.
 - 9.1.2 Nut thread and surfaces are clean and undamaged.
- 9.2 Examine the hoses and fittings for signs of damage or wear.
 - 9.2.1 Threaded surfaces are clean and undamaged.
- 9.3 Examine the ball valves.
 - 9.3.1 Handles should be firmly attached to the ball valve housing.
 - 9.3.2 All handles and housings should be clean and undamaged.

10.0 Confirm that machine was properly cleaned and prepped after the last extraction run.

- 10.1.1 Gaskets, filters, and gasket grooves.
 - 10.1.1.1 Silkscreen is clean and undamaged.
 - 10.1.1.2 All perforated gaskets are clean, lubricated and free of damage.
 - 10.1.1.3 All seals are clean, properly lubricated and free of damage.
 - 10.1.1.4 All seal grooves are clean.
- 10.1.2 Interior of the top cap, extraction vessel and collection vessel were cleaned thoroughly.
- 10.1.3 All exterior surfaces of the extraction machine are clean.

EMERALD COUNTY STATEWIDE TRANSPORT SOP

Document #.	Title: Transportation Procedure	Print Date:
Revision #.	Prepared By:	Date Prepared:
Effective Date:	Reviewed By:	Date Reviewed:
Standard:	Approved By:	Date Approved:

Policy: This procedure outlines the necessary guidelines to follow when transporting cannabis goods

Purpose: To ensure transportation procedures meet requirements of state and Emerald Country Statewide.

Scope: Transportation, Record Keeping

Responsibilities: Distribution Manager, Warehouse Personnel, Driver

Procedure:

1.0 Retrieve product from storage facility

1.1 Follow pick procedure

- 1.1.1 Record location product was retrieved
- 1.1.2 Record quantity of product pulled
- 1.1.3 Record UID of product pulled
- 1.1.4 Verify location and quantity pulled

1.2 Stage Product in shipping area

- 1.2.1 Prepare product for shipment
- 1.2.2 Wrap palletized product and notate shipping destination
- 1.2.3 Weigh each unit and record weight
- 1.2.4 Stage each unit in appropriate area depending on shipping destination

1.3 Prepare shipping documents

- 1.3.1 Print packing list and affix to each unit
- 1.3.2 Verify shipping address, shipping location, units shipped, weight per unit, total weight, shipping condition, and print BOL
- 1.3.3 Affix BOL to unit

2.0 Product Transport

2.1 Distribution manager to fill out transportation manifest and (if needed) transportation team checklist

2.2 Product retrieval by company driver

- 2.2.1 Complete Vehicle Inspection Report
- 2.2.2 Review pick up destination and fuel vehicle appropriately
- 2.2.3 Arrive at pick up destination
- 2.2.4 Park vehicle
 - 2.2.4.1 Chock wheels
 - 2.2.4.2 Review best location to receive product with shipping manager
- 2.2.5 Review BOL
 - 2.2.5.1 Verify piece count, weight, unit condition, and shipping address.

- 2.2.5.1.1 Reject any non-conforming products and notate appropriately on BOL
- 2.2.6 Load product into vehicle
- 2.2.7 Fill out transportation departure/arrival log with required information
- 2.3 Deliver Product to destination
 - 2.3.1 Drive product to destination and comply with all transportation laws
 - 2.3.2 Park vehicle
 - 2.3.2.1 Chock wheels
 - 2.3.2.2 Review best location to receive product with shipping manager
 - 2.3.3 Get signature on BOL
 - 2.3.4 Deliver Product
- 2.4 Report back to distribution manager
 - 2.4.1 Record shipment completion time
 - 2.4.2 Fill out transportation departure/arrival log with required information
 - 2.4.3 Distribution manager to complete transportation manifest

Transportation Requirements

*Vehicle Requirements: Manned motor vehicle, motor carrier permit if transporting for hire, proof of ownership or valid lease, year, make, model, license plate number, and VIN, proof of insurance.

*Personnel Requirements: No person under 21 in the transport vehicle or trailer, only a licensee or employee shall be in a transport vehicle.

Referenced Documents

- 1). Transportation Manifest
- 2). Transportation Departure/Arrival Log
- 3). Transportation Team Checklist
- 4). Vehicle Inspection Report
- 5). Bill of Lading
- 6). Packing List

EMERALD COUNTY STATEWIDE QA REVIEW PACKAGING/LABELING SOP

Document #.	Title: QA Review Packaging/Labeling	Print Date:
Revision #.	Prepared By:	Date Prepared:
Effective Date.	Reviewed By:	Date Reviewed:
Standard:	Approved By:	Date Approved:

Policy: Review packaging and labeling of supplied finished products

Purpose: To ensure all packaging and labeling submitted to Emerald County Statewide for distribution abides by the packaging and labeling guidelines set forth by the BCC

Scope: Receiving, Quality Assurance, Record Keeping, Vendor Relations

Responsibilities: Distribution Manager, Warehouse Personnel, Quality Assurance Manager

Procedure:

1.0 Receive packaged product

1.1 Review receiving documents with shipping documents

1.2 Verify quantity, weight, and condition of units

1.2.1 Refuse any non-conforming packages and notate on shipping/receiving documentation.

1.2.2 Pull all product with that batch number and verify condition a second time.

1.3 Sign off on conforming product with stamp "Acceptance Pending Review" and begin quality review

1.4 Pull 2% samples from each shipping container for packaging and labeling review and complete QA sample form

1.4.1 Notate all conforming and non-conforming product on Packaging and Labeling Compliance form and submit to distribution manager.

1.4.2 Place nonconforming inventory in quarantine zone

1.4.3 Follow normal receiving procedure for conforming product

1.5 Distribution manager reviews forms and any cases below 95% conformity should be pulled and reviewed in full. This includes different cases from the same batch number.

1.5.1 Mark total nonconformities and contact supplier for refusal of batch number

1.5.2 Arrange for pickup of nonconforming product with manufacturer.

1.5.3 Complete Manufacturer noncompliance form and work with corporate for remedial action from supplier

1.5.4 Request corrective action from manufacturer to address break in procedure that resulted in conforming products

1.5.5 Complete Manufacturer Corrective Action form and file.

1.6 Receiving Compliant product

1.6.1 Compliant product received into cold storage, see receiving and storage procedures

Packaging Requirements

Cannot resemble traditional food packaging, opaque packaging for edibles, must be packaged before release to distributor, must be tamper evident and child resistant, must be re-sealable (if multiple servings).

Labeling Requirements

Primary Panel should include product identity, THC content, and universal symbol. Information Panel should include list of ingredients, warning statement, and UID (unique identifier). Date of manufacturing and packaging should be included, any known allergens, source and date of cultivation, the type of cannabis or cannabis product, and the number of servings per package if applicable. It should include the pharmacologically active ingredients (THC/CBD/etc..) and the mg/serving. For medical use only should be applied to all medicinal products May not refer to product as candy. Cannot be attractive to children.

Government warning must also be affixed to all products:

"Government warning. This product contains cannabis a schedule 1 controlled substance. Keep out of reach of children and animals. Cannabis products may only be possessed or consumed by persons 21 years of age or older unless the person is a qualified patient. The intoxicating effects of cannabis products may be delayed up to two hours. Cannabis use while pregnant or breastfeeding may be harmful consumption of cannabis products impairs your ability to drive and operate machinery. Please use extreme caution."

Referenced Documents

- 1). Receiving
- 2). QA Sample
- 3). Packaging and Labeling Compliance
- 4). Manufacturer Noncompliance
- 5). Manufacturer Corrective Action

EMERALD COUNTY STATEWIDE TESTING ARRANGEMENT SOP

Document #.	Title: Arranging for Testing Procedure	Print Date:
Revision #.	Prepared By:	Date Prepared:
Effective Date:	Reviewed By:	Date Reviewed:
Standard:	Approved By:	Date Approved:

Policy: This procedure outlines the necessary guidelines to follow when arranging to send product to testing facilities

Purpose: To ensure all product is tested at a testing facility that meets the guidelines set forth by the BCC

Scope: Testing Arrangements, Record Keeping

Responsibilities: Distribution Manager, Warehouse Personnel

Procedure:

1.0 Arrange for testing of Cannabis Goods

1.1 Harvest Batch

- 1.1.1 For each unique strain ready for processing and packaging pull several samples
- 1.1.2 Package and label accordingly
- 1.1.3 Complete Harvest Batch Sample for Testing form and submit to distribution manager

1.2 Manufactured Batch

- 1.2.1 For each unique strain of extract/concentrate produced pull several samples
- 1.2.2 Package and label accordingly
- 1.2.3 Complete Manufactured Batch Sample for Testing form and submit to distribution


1.3 Distribution manager select testing facility from approved list of testing facilities

- 1.3.1 Review submitted forms and arrange for testing of product with facility
- 1.3.2 Prepare any required shipping documentation for samples
- 1.3.3 Verify quantity and batch numbers of samples pulled
- 1.3.4 Deliver samples to testing facility
 - 1.3.4.1 Record tracking information
 - 1.3.4.2 Verify receipt upon delivery of product with testing facility

Testing Requirements

*Cannabis goods should be tested in accordance with the act and regulations for: Cannabinoids, foreign material, heavy metals, microbial impurities, mycotoxins, moisture content and water activity, residual pesticides, residual solvents and processing chemicals, terpenoids, homogeneity.

*Facility must have ISO/IEC 17025 accreditation and a chain of custody protocol that documents transport, handling of storage, and destruction of samples




**BUREAU OF
CANNABIS
CONTROL**
CALIFORNIA

ALL CANNABIS HARVESTED ON OR AFTER 1/1/2018 AND ALL CANNABIS PRODUCTS MANUFACTURED ON OR AFTER 1/1/2018, SHALL BE TESTED ACCORDING TO TITLE 16 OF THE CALIFORNIA CODE OF REGULATIONS, SECTION 5715, AND THE REGULATIONS THAT FOLLOW.

PHASE-IN OF REQUIRED LABORATORY TESTING	INHALABLE CANNABIS	INHALABLE CANNABIS PRODUCTS	OTHER CANNABIS & CANNABIS PRODUCTS
JANUARY 1, 2018			
Cannabinoids Testing	✓	✓	✓
Moisture Content Testing	✓		
Category II Residual Solvents and Processing Chemicals Testing		✓	✓
Category I Residual Pesticides Testing	✓	✓	✓
Microbial Impurities Testing (A. fumigatus, A. flavus, A. niger, A. terreus)	✓	✓	
Microbial Impurities Testing (Escherichia coli and Salmonella spp.)	✓	✓	✓
Homogeneity Testing of Edible Cannabis Products			✓
JULY 1, 2018			
Category I Residual Solvents and Processing Chemicals Testing		✓	✓
Category II Residual Pesticides Testing	✓	✓	✓
Foreign Materials Testing	✓	✓	✓
DECEMBER 31, 2018			
Terpenoids Testing	✓	✓	✓
Mycotoxins Testing	✓	✓	✓
Heavy Metals Testing	✓	✓	✓
Water Activity Testing of Solid or Semi-Solid Edibles	✓		✓




STATE OF CALIFORNIA



DEPARTMENT OF CONSUMER AFFAIRS

Bureau of Cannabis Control
1825 North Market Boulevard, Suite 202-5
Sacramento, CA 95834
(916) 982-5210

For the latest updates, follow the Bureau on social media

Referenced Documents

- 1). Harvest Batch Sample for Testing
- 2). Manufactured Batch Sample for Testing

220 Northwestern Avenue Site Security Procedures

1.0 Site Security

1.1 Temp site will be enclosed by chain-link fence with the entry point locked.

1.1.1 Only authorized personnel will have a key to get into the site.

1.1.2 Any visitors must be cleared 24 hours in advanced by authorized personnel on site

1.1.3 Any visitors not affiliated with Emerald County Statewide or Lucenatech must sign in on "Visitor Sign-In Sheet".

1.1.3.1 They will be asked to provide name, license, company and reason for visit.

1.1.3.2 They will be assigned a temp badge for access on grounds, must be accompanied always.

1.2 Visitor Noncompliance

1.2.1 If visitor does not comply with security procedures, they will be escorted off the premises and banned from site for life.

1.2.2 Any unusual activity should be reported to the police

2.0 Facility Security

2.1 All facilities will be locked with code locks.

2.1.1 Only the site manager will be provided with the unlock code.

2.1.2 Unlock code changed monthly

2.1.3 No visitors allowed in facility unless accompanied by site manager and visitor has been provided a temp badge for access.

2.1.4 Any visitor spotted without an access badge should be guided towards sign-in area for site access

2.1.5 Each facility will be alarmed

3.0 Surveillance

3.1 Cameras will be placed at each corner of site and in each facility.

3.1.1 Camera's will record up to 30 days data

3.1.2 During night the lights and cameras will be set up to motion capture.

3.1.3 Any disturbances after hours will go to the phone of the site manager, who will then inspect personally and call police if needed.

Document #.	Title: Inventory Control	Print Date:
Revision #.	Prepared By:	Date Prepared:
Effective Date:	Reviewed By:	Date Reviewed:
Standard:	Approved By:	Date Approved:

Policy: This procedure outlines the necessary guidelines related to inventory control of cannabis products

Purpose: To keep track of all inventory related movements ensuring the integrity and security of cannabis products

Scope: Inventory Control, Record Keeping, Receiving, Shipping

Responsibilities: Distribution Manager, Warehouse Personnel, Site Manager

Procedure:

1.0 Inventory Control of Cannabis Goods

1.1 Receiving of Cannabis Goods

- 1.1.1 Site manager should be provided receiving paperwork ahead of time to email from procurement manager or from grower.
- 1.1.2 Product arrives in front of facility.
- 1.1.3 Greet shipper at gate and verify shipping paperwork and personnel information
 - 1.1.3.1 Permit access and allow shipper in facility following all security procedures
 - 1.1.3.2 Refuse access and request additional information
- 1.1.4 Stage product in shipment review area.
- 1.1.5 Review product for any nonconformities (Qty, weight, condition, etc..)
 - 1.1.5.1 Approved product signed for, nonconforming product refused and marked on all shipping/receiving paperwork.
 - 1.1.5.1.1 Complete nonconformance form and submit to distribution manager
- 1.1.6 Begin secondary review to ensure product quality. Any poor-quality product should be refused and moved to nondormancy storage. Complete nonconformance form and notify vendor for immediate pickup.
- 1.1.7 Quality Product should be stored into storage, location and quantity marked on storage form.
 - 1.1.7.1 Upload all information into google shared drive (Product Storage) for company visibility

1.2 Shipping of Cannabis Goods

- 1.2.1 Retrieve product from storage facility
 - 1.2.1.1 Follow pick procedure
 - 1.2.1.1.1 Record location product was retrieved
 - 1.2.1.1.2 Record quantity of product pulled

- 1.2.1.1.3 Record UID of product pulled
 - 1.2.1.1.4 Verify location and quantity pulled
 - 1.2.2 Stage product in shipping area
 - 1.2.2.1 Prepare product for shipment
 - 1.2.2.2 Wrap palletized product and notate shipping destination
 - 1.2.2.3 Weigh each unit and record weight
 - 1.2.2.4 Stage each unit in appropriate area depending on shipping destination
 - 1.2.3 Prepare shipping documents
 - 1.2.3.1 Print packing list and affix to each unit
 - 1.2.3.2 Verify shipping address, shipping location, units shipped, weight per unit, total weight, shipping condition, and print BOL (Bill of Lading).
 - 1.2.3.3 Affix BOL to unit
- 1.3 Storage of Cannabis Goods
 - 1.3.1 Store product in temperature-controlled container
 - 1.3.1.1 Every day site inspection list should be completed
 - 1.3.1.1.1 Clean facility of any dust and debris
 - 1.3.1.1.2 Remove unneeded tools and devices
 - 1.3.1.1.3 Verify climate temperature
 - 1.3.2 Cycle check product daily
 - 1.3.2.1 Verify product quantity, location, and condition daily.
 - 1.3.2.1.1 Discrepancies verified first and then reported to distribution manager.
 - 1.3.2.1.2 Clean checks are marked off and discrepancies are investigated

Referenced Documents

- 1). Visitor Sign In
- 2). Receiving Nonconformance Form
- 3). Product Storage
- 4). Cycle Count Sheet
- 5). Pick Ticket
- 6). Receiving Documents
- 7). Storage Inspection